

**CFO Information Inventory
as of 31 December 2017**

AGENCY_ABBRV	AGENCY_NAME	TITLE	DESCRIPTION	ONLINE_PUBLICATION	FILE_FORMAT	LOCATION_OR_URL	DISCLOSURE	ORIGINAL_DATA_OWNER	DATA_MAINTAINER
CFO	Commission on Filipinos Overseas	STATISTICAL PROFILE OF REGISTERED FILIPINO EMIGRANTS	<ul style="list-style-type: none"> • Stock estimate of overseas Filipinos • By country of destination: 1981-2015 • By age group: 1981-2015 • By educational attainment prior to migration: 1988-2015 • By gender: 1981-2015 • By civil status: 1988-2015 • By occupation prior to migration: 1981-2015 • By country of destination: 1981-2015 • By place of origin in the Philippines: 1988-2015 	YES	XLS, PDF	www.cfo.gov.ph; www.data.gov.ph	public	CFO	Management Information Systems Division
CFO	Commission on Filipinos Overseas	STATISTICAL PROFILE OF REGISTERED FILIPINO EMIGRANTS	<ul style="list-style-type: none"> • Sensitive personal information 	NO	not applicable	not applicable	exception	CFO	Management Information Systems Division
CFO	Commission on Filipinos Overseas	STATISTICAL PROFILE OF SPOUSES AND OTHER PARTNERS OF FOREIGN NATIONALS	<ul style="list-style-type: none"> • By major country: 1989-2015 • By age: 1989-2015 • By educational attainment: 1989-2015 • By gender: 1989-2015 • By occupation: 1989-2015 • By extent of knowledge about their host country: 1989-2015 • By manner of introduction: 1989-2015 • By place of origin in the Philippines: 2005-2015 	YES	XLS, PDF	www.cfo.gov.ph; www.data.gov.ph	public	CFO	Management Information Systems Division
CFO	Commission on Filipinos Overseas	STATISTICAL PROFILE OF SPOUSES AND OTHER PARTNERS OF FOREIGN NATIONALS	<ul style="list-style-type: none"> • Sensitive personal information 	NO	not applicable	not applicable	exception	CFO	Management Information Systems Division
CFO	Commission on Filipinos Overseas	STATISTICAL PROFILE OF REGISTERED FILIPINO AU PAIRS	<ul style="list-style-type: none"> • By country of destination: 2012-2015 • By age group: 2012-2015 • By educational attainment: 2012-2015 • By gender: 2012-2015 • By civil status: 2012-2015 • By occupational group Prior to Migration: 2012-2015 • By mode of introduction to the host family: 2012-2015 	YES	XLS, PDF	www.cfo.gov.ph; www.data.gov.ph	public	CFO	Management Information Systems Division
CFO	Commission on Filipinos Overseas	STATISTICAL PROFILE OF REGISTERED FILIPINO AU PAIRS	<ul style="list-style-type: none"> • Sensitive personal information 	NO	not applicable	not applicable	exception	CFO	Management Information Systems Division
CFO	Commission on Filipinos Overseas	STATISTICAL PROFILE OF EVP (J1) PARTICIPANTS	<ul style="list-style-type: none"> • Number of EVP (J1) Registrants from 2007-2015 • By age group: 2014-2015 • By gender: 2014-2015 • By civil status: 2014-2015 • By educational attainment: 2014-2015 • By category: 2014-2015 	YES	XLS, PDF	www.cfo.gov.ph; www.data.gov.ph	public	CFO	Management Information Systems Division
CFO	Commission on Filipinos Overseas	STATISTICAL PROFILE OF EVP (J1) PARTICIPANTS	<ul style="list-style-type: none"> • Sensitive personal information 	NO	not applicable	not applicable	exception	CFO	Management Information Systems Division

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CFO	Commission on Filipinos Overseas	EXCHANGE VISITOR PROGRAM (EVP)	<p>EVP Minutes</p> <ul style="list-style-type: none"> • Factsheet of the NOS Applicant • Supporting Documents of the NOS Applicant • Portion of the minutes specifically to the needs of the requesting party • NOS decision <p>EVP Resolutions</p> <p>Need for Training Certificate (NTC)</p> <ul style="list-style-type: none"> • NTC endorsement • Supporting documents of NTC Applicant <p>Enhancement Training Sponsorship Program (ETSP)</p> <ul style="list-style-type: none"> • Fund Monitoring Form • Memorandum of Agreement • Certificate of Acceptance / Acknowledgement Receipt 	YES	PDF	www.cfo.gov.ph	public	CFO, EVP Committee	Project Management Division
CFO	Commission on Filipinos Overseas	EXCHANGE VISITOR PROGRAM (EVP)	<ul style="list-style-type: none"> • EVP registration forms • Minutes of the EVP Committee Meetings • Voice recording of the entire EVP Committee Meetings • Profile / Documents of the NOS Applicant • Profile / Documents of the ETSP Beneficiaries • Names of the EVP Committee Representatives • Utilization of EVP Funds 	NO	not applicable	not applicable	exception	CFO, Committee	Project Management Division

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CFO	Commission on Filipinos Overseas	PUBLICATIONS and COMMUNICATIONS	<ul style="list-style-type: none"> • CFO Compendium of Statistics on International Migration • CFO Annual Report • CFO Inputs to the Philippines Combined 7th and 8th Convention on the Elimination of all Forms of Discrimination Against Women Report • Accomplishments of the Overseas Filipinos Remittances for Development (OFReD) • Accomplishments of the Philippine Financial Freedom Campaign • Presidential Awards Primer • The CFO primer • 3rd Global Summit Souvenir Program • Handbook for Filipinos migrating to the United States of America (2014 Edition) • Country specific information kit • Frontier • Filipino Ties • Gintong Patnubay • Handbook for Filipinos Overseas • LINKAPIL Operations Manual • Invest in the Philippines: Investment and Business Guide for Overseas Filipinos • The Anti-Trafficking in Persons Act or 2003 Primer • Enjoy the Benefits of Dual Citizenship • 10 Questions on the Commission on Filipinos Overseas • Transnational Bridges (Migration, Development and Solidarity in the Philippines) Press Releases • Speeches • Accomplishment Report • Policy Briefs • Researches 	YES	PDF	www.cfo.gov.ph	public	CFO	Project Management Division
CFO	Commission on Filipinos Overseas	PUBLICATIONS and COMMUNICATIONS	<p>Communications</p> <ul style="list-style-type: none"> • Inter-Agency Memoranda • Inter-Agency Letters <p>Board of Commissioners (BOC)</p> <ul style="list-style-type: none"> • Resolutions (selected) • Directory <p>Minutes of Meetings</p> <p>Internal Documents subject to the control of the Civil Service Commission</p> <p>Drafts of orders, resolutions, decisions, memoranda or audit reports</p>	NO	not applicable	not applicable	exception	CFO	Administrative and Finance Division; Policy, Planning and Research Division

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CFO	Commission on Filipinos Overseas	PHILIPPINE SCHOOLS OVERSEAS	<ul style="list-style-type: none"> • Philippine Schools Overseas Directory • School Name • Address • Contact Details (Telephone number, Fax Number, E-mail Address) • Name of School Principal/ Head • Number of Enrollees • Enrollees per school per grade/year level • Number of Filipinos and Non-Filipino Students • Number of Teachers <p>Status of Permit of Philippine Schools Overseas (for Kindergarten to Grade 10 and SHS Permit)</p> <ul style="list-style-type: none"> • Permit number and date of issuance (DepEd and Host Country Permit) • Validity • School Category <p>Conference Reports</p> <ul style="list-style-type: none"> • Conference Proceedings • Directory of Participants • Directory of Conference Sponsors • Conference Program • Synthesis of the Conference • Evaluation Result • Press Releases • Photos <p>IACPSO Resolutions that Concerns the General Public</p> <p>Terms of Reference with PSO Conference Sponsors</p>	YES	PDF	www.cfo-psy.org.ph	public	CFO, IAC-PSO	Project Management Division
CFO	Commission on Filipinos Overseas	PHILIPPINE SCHOOLS OVERSEAS	<p>Minutes of IACPSO Regular and Special Meetings</p> <p>Audio Recordings of IACPSO Meetings</p> <p>IACPSO Resolutions/ Decisions specific to concerned party/parties</p> <p>Utilization of PSO funds</p> <p>Names of IACPSO Committee Representatives</p>	NO	not applicable	not applicable	exception	CFO, IAC-PSO	Project Management Division

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CFO	Commission on Filipinos Overseas	LINKOD SA KAPWA PILIPINO PROGRAM (LINKAPIL)	Individual Folders of LINKAPIL Projects Implemented/Funded (Feeding, Scholarship, Infrastructure, Livelihood Projects) <ul style="list-style-type: none"> • Project Brief/Background • Memorandum of Agreement • Donation Acceptance Receipt • Progress/Status report Individual Folders of Organization Conducting Foreign Surgical and Medical Missions in the Philippines <ul style="list-style-type: none"> • Communications • List of Medical Mission Team members • Deed of Donation and other relevant documents LINKAPIL Laws and Regulations Partnership MOA Database/Matrices of LINKAPIL Donation	YES	PDF	www.cfo-linkapil.org.ph	public	CFO	Project Management Division
CFO	Commission on Filipinos Overseas	LINKOD SA KAPWA PILIPINO PROGRAM (LINKAPIL)	LINKAPIL Beneficiary Profiles Donors Profile/Directory Database of Filipino Associations Overseas (FAOs) – on a case-to-case basis	NO	not applicable	not applicable	exception	CFO	Project Management Division
CFO	Commission on Filipinos Overseas	PRE-DEPARTURE ORIENTATION SERVICES (PDOS) and COUNTRY FAMILIARIZATION SEMINAR (CFS)	Registration forms online Press releases Registration guidelines Au Pair guidelines Bureau of Immigration's departure formalities PDOS and CFS flyers Info kits and guide for migrants Anti-human trafficking information materials PDOS and Au pair modules (in PDF form and strong emphasis on citation request)	Yes	PDF	www.cfo.gov.ph	public	CFO	Migrant Information and Education Division
CFO	Commission on Filipinos Overseas	PRE-DEPARTURE ORIENTATION SERVICES (PDOS) and COUNTRY FAMILIARIZATION SEMINAR (CFS)	Supporting Personal documents submitted to CFO in compliance to the PDOS and CFS Registration sticker Feedback form and letters sent to CFO by clientele List of attendees for PDOS/CFS	NO	not applicable	not applicable	exception	CFO	Migrant Information and Education Division

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CFO	Commission on Filipinos Overseas	GUIDANCE AND COUNSELING PROGRAM (GCP)	Statistical profiles GCP modules and flyers	Yes	XLS, PDF	www.cfo.gov.ph	public	CFO	Migrant Information and Education Division
CFO	Commission on Filipinos Overseas	GUIDANCE AND COUNSELING PROGRAM (GCP)	Guidance and Counseling Form (accomplished or not) Case Profiles Assistance-to-National files Counseling Assessment made by counselors Personal data of clients (counselee and petitioner) List of persons included in the Watch list or black list in the CFO database Personal documents submitted to CFO in compliance to the Counseling program Feedback form and letters sent to CFO by clients Inter-agency communications discussing case progress and resolutions Counseling Certificates Progress report of cases and counseling sessions List of attendees for GCP	NO	not applicable	not applicable	exception	CFO	Migrant Information and Education Division

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CFO	Commission on Filipinos Overseas	1343 ACTIONLINE	Statistics of reported cases by: <ul style="list-style-type: none"> • Province of origin • Gender • Age • Nature of case • Number of case reports and victims • Country of destination • Status of cases Anti-human trafficking information materials Modules for Anti-Human trafficking campaign Memorandum circular, notices and official communications among IACAT and ADVOCOM Press releases Anti-human trafficking handbook Position papers on TIP and relevant cases Community Education Program schedule and areas	Yes	XLS, PDF	www.1343actionline.ph	public	CFO, IACAT	Migrant Information and Education Division
CFO	Commission on Filipinos Overseas	1343 ACTIONLINE	Legal documents of clients Case report from DOS 1 Case reports from e-mail, mobile application or text messages Updated ATN and 1343 cases/ progress reports MOA, letters and communication with the IACAT concerning an on-going case Profile or Identity of the victims and case officers Case management folder Data of the victims (biographic and other supplemental information) Data culled from CFO-SIS and Itanong Mo Kay SIS (report, request and profile) Progress reports on all the cases culled from different programs of CFO.	NO	not applicable	not applicable	exception	CFO, IACAT	Migrant Information and Education Division

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CFO	Commission on Filipinos Overseas	ADMINISTRATIVE DOCUMENTS	<p>Audited Financial Statements (previous year only)</p> <ul style="list-style-type: none"> • Trial balance • Statement of financial performance • Statement of Financial Position • Cash flow • Notes to FS <p>Accessible upon request (w/justifiable reason/s)</p> <ul style="list-style-type: none"> • Statement of Assets Liabilities and Networth (SALN) • Personal Data Sheet of Active Personnel (PDS) • Plantilla of Personnel • Service Records • Certificates of Employment • Report on Appointment/s issued • Admin Manuals • CFO learning and Development Plan • Trainings Needs Analysis (TNA) • Copy of Purchase Orders (PDF only) • Notice of Award (PDF only) • Notice to Proceed (ODF only) • Copy of BAC Resolution (PDF only) • Copy of Annual Procurement Plan (PDF only) • Financial Accountability Reports • Budget Execution Documents 	NO	not applicable	not applicable	limited	CFO	Administrative and Finance Division
CFO	Commission on Filipinos Overseas	ADMINISTRATIVE DOCUMENTS	<p>Case profile (AFD can only provide certification of the case)</p> <p>Personal documents of employees</p> <p>Payslip (upon request only of concerned employee)</p> <p>Payroll</p> <p>Accomplished examination materials</p> <p>LDDAP-ADA for internal creditors</p> <p>201 File</p> <p>DTR / Leave card form</p> <p>Training certificates</p> <p>Applicants' Profile</p> <p>Results of Examination (Accomplished examination materials not included)</p> <p>Personnel Selection Board Results</p> <p>Appointment Papers</p> <p>Contract of Service</p> <p>Notice of Step Increment</p>	NO	not applicable	not applicable	limited	CFO	Administrative and Finance Division